

Instructions for Form L-102

***CERTIFICATE OF AMENDMENT
LIMITED LIABILITY COMPANIES - DOMESTIC and FOREIGN
(Title 42:2B)***

STATUTORY FEE: **\$100**

The MANDATORY fields are:

Field # 1 -- Business Name

List the name as it appears on the records of the Treasurer.

Field # 2 -- Number

List the ten-digit ID as it appears on the records of the Treasurer.

Field # 3 -- Amendment

List the article from the original certificate that is being amended along with the text of the amendment, including a name change if applicable. If you are changing the name, then name availability provisions apply**:

**The name must be distinguishable from other names on the State's database. The Division of Revenue will check the proposed name for availability as part of the filing review process. If desired, you can reserve/register a name prior to submitting your filing by obtaining a reservation/registration. For information on name availability and reservation/registration services and fees, visit the Divisions WEB site at <http://www.state.nj.us/treasury/revenue/certcomm.htm> or call (609) 292-9292 Monday-Friday, 8:30 a.m. - 4:30 p.m.

ATTESTATIONS

Add a statement that indicates that the signers are authorized to sign on behalf of the LLC. Form L-102 provides the statement.

EXECUTION (DATE/SIGNATURE)

An authorized representative must sign. Also, list the date of execution (signature).

These documents should be filed in duplicate. Non-profits should file in triplicate.
Make checks payable to: TREASURER, STATE OF NEW JERSEY. (No cash, please)

Mail to: NJ Division of Revenue, PO Box 308, Trenton, NJ 08625